

AGENDA
Milton Joint Fire Commission Meeting
Wednesday May 18, 2016

Location: Milton City Hall at 7:00 p.m. Council Chambers 710 S. Janesville Street

- 1) Call to Order and confirmation of appropriate meeting notice
- 2) Approval of Agenda:
- 3) Approval of minutes: April 20, 2016
- 4) Old Business:
 - a. Discussion and Possible action regarding Standard Operating Guidelines (SOG's) update
 - Chief's proposed SOG Updates
 - Future language for Commission (guidelines, responsibilities and authority)
 - Chair (responsibilities and authority)
 - Future language for Commission – Chain of Communication/guidelines
 - Future language changes for Administrative Assistant job description
 - b. Discussion and Possible action regarding RW Management Study Committee update/status
- 5) New Business:
 - a. Discussion and Possible action regarding RW Management contracted consulting updates
 - b. Discussion and Possible action regarding Fire Commission By-laws
 - Official Recording keeper designation, duties and responsibilities (Future City and Township Resolutions, meeting agendas, meeting minutes, budgets, financial reports, appointed committee list along with appointed member list, committee reports, chief reports, equipment inventory list, replacement schedules, Bylaws, bids, contracts, Intergovernmental Agreements, Leases, Collection service reports, loan documents)
 - Meeting posting requirements, posting locations (Commission and other municipal appointed committees)
 - Other Bylaw concerns
 - c. Discussion and Possible action on 2016 Fire Department Budget- possible amendment
 - Consider amendment for RW Management Consulting contract costs
 - Consider any likely impacts to payroll costs if any, due to Committee recommendations and RW Management recommendations
 - Consider any likely priorities for Capital Expenditures to address existing buildings
 - d. Discussion and possible action on 2017 Fire Department Budget – timing and strategy
- 6) EMS Division Business: No actionable items
- 7) Fire Division Business: No actionable items
- 8) Approval of Expenditures
- 9) Chief's Report
- 10) President's Report
- 11) General Items:

a. Janesville Central Fire Station Dedication Invite – Thursday June 2, 2016 at 1:00 p.m. 303 Milton Ave

- 12) Adjournment: Next Scheduled Meeting June 15, 2016 7:00 p.m. at **Milton Township Hall.**

Notice is hereby given that a majority of the City of Milton Common Council and/or Town of Milton Town Board may be present at the Joint Fire Commission meeting at the above mentioned dated and time to gather information about a subject over which they have decision-making responsibility.

This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council and Town Board will not take any formal action at this meeting.